

## **Request for Proposals**

### **Boundary Survey**

#### **Property:**

Address: 140 Crawley Falls Road referenced by Tax Map 217.019.000

Total = Approximately 0.4 acres +/-

#### **Owner:**

Town of Brentwood

1 Dalton Road

Brentwood NH 03833

#### **Description of Work to be Performed:**

##### **Perimeter Boundary Survey**

- a. Complete a perimeter boundary survey of the property and locate existing structures and improvements on the property, including powerlines, easements, and wells. The property's reference deed is BK 2415 P0092.
- b. Survey and monument the proposed building envelope areas based on site visit with owner

#### **PROPOSALS To:**

##### **Requested Bid Format:**

The proposal should provide subtotals for a Perimeter Boundary Survey with a not-to-exceed figure for the work to be performed.

Quotes must be submitted in a sealed envelope, clearly marked:

“Sealed Bid – Perimeter Boundary Survey Brentwood Historical Society”

Town of Brentwood Selectmen's Office

1 Dalton Road

Brentwood, NH 03833

**All Bids must be received no later than 4:00 p.m. on March 19, 2013.**

Bids will be opened at the Selectmen's meeting to be held Tuesday, March 19th at 6:15 p.m. The Board of Selectmen have the right to accept and/or reject any or all bids on any basis which it determines to be in the best interest of the Town.

### **Surveyor Qualifications**

The Surveyor shall meet the following minimum qualifications:

- The Surveyor shall be a current licensed land surveyor in the State of New Hampshire.
- The Surveyor shall certify on the plan to be recorded that the survey has been performed on the ground by him/her or under his/her direct supervision in accordance with N.H. Code of Administrative Rules Chapter Lan 500 Ethical Standards.
- The Surveyor shall maintain insurance of the following types and minimum amounts:
  - Worker's Compensation and Employer's Liability/Worker's Compensation Statutory Employer's Liability \$500,000/\$500,000/\$500,000
  - Commercial Automobile Liability
    - \$1,000,000 combined single limit Bodily injury and Property Damage.
  - Commercial General Liability
    - \$1,000,000 – per occurrence
    - \$2,000,000 - annual aggregate
    - \$2,000,000 - product/completed operations per occurrence
    - \$1,000,000 - personal injury / advertising liability
  - Professional Liability Insurance
    - \$1,000,000 per claim and annual aggregate.
- Certificate of Insurance: The Surveyor shall provide the Town of Brentwood with certificates of insurance reflecting that Surveyor has obtained the coverage required by this Policy. Further, such coverage and certificates of insurance shall identify the Town of Brentwood as an Additional Insured with respect to auto liability and general liability insurance. The Certificates of Insurance shall reflect that there will be no cancellation or nonrenewal of Surveyor's insurance without at least 30 days written notice to the Town of Brentwood.
- Insurance of Subsurveyors: The Surveyor will also cause other independent professional associates and consultants retained by the Surveyor for the project to procure and maintain comparable insurance coverage of the types and amounts required herein.

### **Minimum Survey Specifications**

The survey shall meet the following minimum specifications:

- The plan shall be prepared in accordance with N.H. RSA 478:1-a Recording of Plats.
- The scale of the plan shall be 1:500 or larger (e.g., 1:100).
- The plan shall provide, at a minimum, a north arrow showing true north and the declination for current magnetic north.
- The plan shall show improvements and structures on the property, including trails, buildings, wells, and septic systems

The surveyor will:

1. Set monumentation at all unmonumented corners and provide flagging at all corners. Prior to the Town making its last payment to the Surveyor, the Surveyor shall provide a signed and stamped certificate that all monumentation shown on the plan has been set.
2. Set a metal or magnetic insert into any drill hole where a property line that does not follow a stone wall intersects with the drill hole or set an adequate reference marker (e.g., carsonite marker) at these intersections.
3. Flag all property lines at an interval that allows the property lines to be walked for posting of ownership signage by the owner.
4. Supply full-size copies of the draft plan for review by the Town of Brentwood.

### **Deliverables**

#### **Perimeter Boundary Survey**

1. Upon approval of the final plan, supply two (2) full-size black line plans, one (1) reduced version of the plan on 11"x17" paper, and one (1) mylar for recording.
2. Supply recordable legal descriptions of the property boundaries and the Building Envelope area.

**Provide 3 names and contact information for which similar services have been successfully provided.**

**Signature Authorization:**

**Submitted by:**

**Address:**

**Email address:**

**Telephone #:**

**Fax #:**

**Date:**

**Signature:**